

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2016-099 **Issue Date:** 05-25-16 **Closing Date:** 06-08-16

Corrections Sergeant
YN Corrections
Department of Public Safety
Hourly Wage: \$16.86/Regular/Full-Time

Incumbent is responsible to maintain security of the facility and custody of inmates, 24 hours a day, 7 days a week. Serves as senior officer and performs duties and responsibilities of detention, supervision, protection, control, and accountability of inmates.

Knowledge, Skills and Abilities:

- Knowledge, in general, of Federal and Tribal criminal laws.
- Knowledge of and ability to identify narcotics and narcotic paraphernalia.
- Knowledge of general principles and practices of jail management.
- Skill in use of a computer, 2-way radio, telephone, security video cameras, and fire alarm system.
- Ability to exercise sound judgment in urgent decisions affecting life, well-being, civil liberties, and property.
- Ability to recognize unusual and abnormal situations and act in accordance with existing policies, procedures, and directives.
- Ability to successfully complete scheduled and required training relative to position.
- Ability to adhere to high standards of personal conduct on and off the job.
- Ability to maintain alertness mentally and 100% physical fitness.
- Ability and capability to quickly react to any emergency situation (escape, riot, etc.).
- Ability to apply basic counseling to influence positive attitudes and behavior of inmates.
- Ability to work with all types of inmates in a firm and fair manner including those with emotional disorders and disruptive behavior patterns.
- Ability to handle stress and exposure to potentially dangerous situations on a daily basis.
- Ability to maintain strict confidentiality of program and client information.
- Ability to communicate courteously, tactfully, and effectively.
- Ability to follow oral and written instructions.
- Ability to work as a team member.
- Ability to work independently and productively with minimal supervision.
- Ability to be reliable, dependable, and trustworthy.

General Recruiting Indicators:

- Requires a high school diploma or equivalent, AND 3-years work experience in law enforcement AND all phases of detention. Must provide a copy of certification for an approved BASIC Correctional Officer Training Program at the time of hire. OR, may consider substitution of college level courses in criminal police science, jail administration, or related field for experience on a month-for-month basis up to a maximum of 18 months.
- Required to pass a pre-employment drug and alcohol test.
- Must possess a valid WA State Drivers License with ability to obtain a tribal driver's permit.
- Required to successfully pass a criminal back ground check.
- Required to successfully complete mandatory training for First Level Supervisor Certification within 6 months of hire.
- Required to maintain basic first aid and CPR card current.
- Required to wear a department uniform.
- Required to take an annual physical and PEB training.
- Must be able to type/keyboard a minimum of 35 words per minute (WPM).

Special Requirements:

- Must be willing to work irregular hours, overtime, weekends, holidays, and rotating shifts.
- Must be willing to attend and successfully complete mandatory training.
- Must understand the position and working conditions, and consider the impact on personal life-style and family.
- Required to sign a code of conduct and understand sanctions for misconduct